

Forest Lakes Mutual Water Company

Job Position: Water Operations Maintenance Worker

Job Classification

Full Time – Hourly, Non-Exempt

Emergency On-Call Required

Benefits

Medical, Dental and Life Insurance

Paid Holidays & PTO

Paid Educational Opportunities

Forest Lakes Mutual Water Company has an opening for an entry level Operations Maintenance Worker. Reliability with a keen eye for detail is the first step to getting this job. The ideal candidate will have building, road or water construction experience. You must also possess manual dexterity and physical stamina, and a desire and ability to learn the basics of our unique water system.

As a member of our team, you will be counted on to contribute your talents and energies to improve the environment and quality of the company.

Job Definition – General Statement of Duties

Under limited supervision, perform a wide variety of assigned duties to maintain, repair, and operate a small, mutual water and road company.

Job Duties/ responsibilities:

- Repair and maintain water distribution and pumping equipment; repair leaks; replace broken lines, pipe repair and pipefitting.
- Read water meters
- Perform tests on wells and storage facilities
- Perform a wide range of maintenance, repair, and construction activities on water systems, roads, culverts, park, buildings, and other facilities
- Repair, maintain, construct, and demolish a variety of paved surfaces, including patching and paving using pre-mixed asphalt
- Perform a variety of grounds keeping and landscaping activities to maintain park and playground areas, company buildings, and other facilities
- Operate a variety of motorized, power, and hand-powered machines, tools, and equipment, including jackhammers, tampers, mowers, backhoe, tractors, and various large and small hand tools
- Perform preventative and routine maintenance on power equipment, notify appropriate personnel regarding needed repairs and/or other operational problems
- Assist in the performance of operational and monitoring activities in support of the water system
- Operate small and large pick-up trucks

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- Basic office work using spreadsheets and Windows computers

Skills to thrive in this position

- Self-starter with positive, “can-do” attitude
- Work with minimal instruction and supervision
- Ability to take direction and follow through on assigned tasks and projects
- Selfless attitude to do what it takes to get the job done
- Highly reliable
- Ability to be a key contributor on a small staff
- Thirst for developing water operator skills and knowledge

Minimum Qualifications

- High School Diploma or equivalent
- Excellent written and oral communication skills
- Excellent manual dexterity
- Prior experience in the construction, maintenance or water industry
- Ability to lift/move up to 50 pounds
- Possession and maintenance of a valid and appropriate California state driver’s license and clean driving record